

 HORRY GEORGETOWN TECHNICAL COLLEGE	Amendment 1	
	Solicitation Number:	IFB0218-26
	Date Issued:	May 6, 2026
	Procurement Officer:	Toni Richardson
	Phone:	843-349-3680
E-Mail Address:	Toni.richardson@hgtc.edu	

DESCRIPTION: Services for Cleaning and Set-ups for Events at Conference Center on Grand Strand Campus

The Term "Offer" Means Your "Bid" or "Proposal"

SUBMIT OFFER BY (Opening Date/Time): **May 27, 2026 at 4:00 P.M.** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: **May 18, 2026 at 3:00 P.M.** (See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: **(1) One**

SUBMIT YOUR BID TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:
 Horry Georgetown Technical College
 Procurement Office,
 PO Box 261966
 Conway, SC 29528

PHYSICAL ADDRESS:
 Horry Georgetown Technical College
 Procurement Office,
 Bldg. 100, Room 120
 2050 Hwy. 501 E., Conway, SC 29526

ALL BIDS MUST BE MAILED OR HAND DELIVERED TO EITHER ADDRESS ABOVE, IN A SEALED ENVELOPE MARKED WITH SOLICITATION NAME AND NUMBER. No e-mails or faxes will be accepted.

CONFERENCE TYPE: In-Person Pre-Bid and Site Visit DATE & TIME: April 30, 2026 at 2:00 P.M. As appropriate, see "Conferences – Pre-Bid/Proposal" & "Site Visit" provisions	LOCATION: HGTC Grand Strand Campus 950 Crabtree Lane Myrtle Beach, SC 29577 Conference & Business Center Building 600
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AWARD & AMENDMENTS	Award will be posted on June 2, 2026 . The award, this solicitation, any amendments, and any related notices will be posted at the following web address: https://www.hgtc.edu/purchasing
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You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, you agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of ninety (90) calendar days after the Opening Date.

NAME OF OFFEROR (Full legal name of business submitting the offer)	Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.	
AUTHORIZED SIGNATURE (Person must be authorized to submit binding offer to contract on behalf of Offeror.)	TAXPAYER IDENTIFICATION NO. (See "Taxpayer Identification Number" provision)	
TITLE (Business title of person signing above)	STATE VENDOR NO. (Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)	
PRINTED NAME (Printed name of person signing above)	DATE SIGNED	STATE OF INCORPORATION (If you are a corporation, identify the state of incorporation.)

OFFEROR'S TYPE OF ENTITY: (Check one) (See "Signing Your Offer" provision.)		
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Other _____
<input type="checkbox"/> Corporate entity (not tax-exempt)	<input type="checkbox"/> Corporation (tax-exempt)	<input type="checkbox"/> Government entity (federal, state, or local)

AMENDMENTS TO SOLICITATION (JAN 2004)

(a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: www.hgtc.edu/purchasing (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged. [02-2A005-1]

*****A revised Bidding Schedule is attached. Discard previous Bidding Schedule.*****

Questions due by May 18, 2026 at 3:00 P.M.

Bid due date has been extended to May 27, 2026 at 4:00 P.M.

VII. BIDDING SCHEDULE

*****EACH BOX MUST HAVE A PRICE ENTERED. IF PRICING IS NOT PROVIDED A BID COULD BE DEEMED NON-RESPONSIVE AND NOT CONSIDERED FOR THE CONTRACT*****

Line	Qty.	Unit	Description	Cost per each Service	Annual Cost
01	24	Ea.	Routine Cleaning every two weeks at Conference Center Approximately 24 times per year	\$	\$
			Resident Vendor Preference _____		

Line	Qty.	Unit	Description	Cost per each Service	Annual Cost
02	24	Ea.	Sundays and holidays: Routine Cleaning every two weeks at Conference Center Approximately 24 times per year	\$	\$
			Resident Vendor Preference _____		

Line	Qty.	Unit	Description	PRICE PER EACH CLEANING	Annual Cost
03	24	Ea.	Routine Cleaning of bathrooms every two weeks at Conference Center	\$	\$
			Resident Vendor Preference _____		

Line	Qty.	Unit	Description	PRICE PER EACH CLEANING	Annual Cost
04	24	Ea.	Sundays and holidays: Routine Cleaning of bathrooms every two weeks at Conference Center	\$	\$
			Resident Vendor Preference _____		

Line	Qty.	Unit	Description	PRICE PER EVENT
05	1	Event	Table Set-ups <i>(No specific amount of work is guaranteed for this contract.)</i>	\$
			Resident Vendor Preference _____	

Line	Qty.	Unit	Description	PRICE PER EVENT
06	1	Event	Sundays and holidays: Table Set-ups <i>(No specific amount of work is guaranteed for this contract.)</i>	\$
			Resident Vendor Preference _____	

Line	Qty.	Unit	Description	PRICE PER EACH CLEANING
07	1	Ea.	Kitchen Clean-up <i>(No specific amount of work is guaranteed for this contract.)</i>	\$
			Resident Vendor Preference _____	

Line	Qty.	Unit	Description	PRICE PER EACH CLEANING
08	1	Ea.	Sundays and holidays: Kitchen Clean-up <i>(No specific amount of work is guaranteed for this contract.)</i>	\$
			Resident Vendor Preference _____	

Line	Qty.	Unit	Description	PRICE PER EACH CLEANING
09	1	Ea.	Party Set-ups, tear down and clean up (No specific amount of work is guaranteed for this contract.)	\$
			Resident Vendor Preference _____	

Line	Qty.	Unit	Description	PRICE PER EACH CLEANING
10	1	Ea.	Sundays and holidays: Party Set-ups, tear down and clean up (No specific amount of work is guaranteed for this contract.)	\$
			Resident Vendor Preference _____	

Grand Total \$ _____

The rate requested below will not be used in determining the award of this contract.

Line	Qty.	Unit	Description	Hourly Rate
11	1	Hour	Clean, set-up, tear-down at HGTC Conference Center located on Grand Strand Campus	\$

Line	Qty.	Unit	Description	Hourly Rate
12	1	Hour	Sundays and holidays: Clean, set-up, tear-down at HGTC Conference Center located on Grand Strand Campus	\$

Vendor Signature _____

Vendor Email Address: _____

Vendor Cell Phone Number: _____